



POSITION OPENING

POSTING DATE: September 25, 2020

POSITION TITLE: Temperature Screener

WORK TYPE: TEMPORARY (AUGUST – DECEMBER 2020)

HOURS: 4-5 HOURS Daily – Monday-Friday

WAGE: \$10.00/HR

APPLICATION DEADLINE: Until Filled

Interested candidates should submit a cover letter, resume, Tazewell County job application and contact information to:

Human Resource Department
11 S. 4th Street
Suite 114
Pekin, IL 61554

The Tazewell County Employment application and job description can be found on the Tazewell County website at: <http://www.tazewell.com/> under “How Do I Apply For A Job.”

Tazewell County is an Equal Opportunity Employer



Tazewell County Job Description

Job Title: Temperature Screener
Work Type: TEMPORARY (August-December 2020)
Hours: 4-5 hours daily-Monday-Friday
Wages: \$10.00/HR

SUMMARY Provides COVID-19 screening to all employees and visitors entering the building.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Greets and performs the screening process for all who enter the building. Performs a variety of activities related to the COVID-19 screening of visitors, and employees.
- Ensures all are protected through the screening process.
- Follows standard precautions and uses Personal Protective Equipment (PPE) as required. Instructs all on masking expectations.
- Directs visitors, vendors, etc. on where to go after they are screened when needed.

MINIMUM REQUIREMENTS

- Good communication skills. First person employees and visitors will see when entering the building.
- Dependable
- Great customer service skills

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

LANGUAGE SKILLS

Ability to read and comprehend simple instructions Ability to effectively present information in one-on-one and small group situations to visitors and employees.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; sit; talk and hear; use hands to finger. The employee frequently is required to reach with hands and arms. The employee must regularly lift and/or move up to 10 pounds.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the noise level in the work environment is usually moderate.

The preceding job description has been designed to indicate the general nature and essential duties and responsibilities of work performed by employees within this classification. It may not contain a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to do this job.